MDC Community Transition Flow Chart

Process can take 30 days or longer

Follow up phone calls to provider after

referral sent to see if more information is requested or if there are questions.

Community Based Voluntary Provider is interested in serving an individual from the Montana Developmental Center. Provider contacts DDP Services Coordinator to request information.

Services Coordinator refers provider to MDC Port list on SharePoint Site or sends information via secure communication.

them from the

Provider looks at referral information on MDC PORT list on DDP SharePoint Provider Site or hard copy sent to them from the DDP Services Coordinator.

See attachment for referral packet information.

Provider requests more information. Provider referred to MDC Services Coordinator. Could also be given Therap access on a temporary basis to access T-Logs, GERS, Behavioral Events, etc.

Provider submits service proposal and stipend applications to DDP Services Coordinator/ Program Officer.

DDP Services Coordinator, DDP Staff, MDC Staff, Parents/ Guardians look over service proposal to make sure it serves client's needs.

If approved, Transition planning will begin.

MDC Service Coordinator contacts the Case Manager, Community Based provider, and Quality Improvement Specialist to arrange transition planning meetings.

Approximately two to four transition planning meetings held (sometimes more) to ensure adequate transition plan in place for client to be successful in community setting. See attached for outline of transition plan.

Transition planning meetings complete and plan approved.

Client placed in community based provider setting.

(If appropriate.)

Provider sets up visit with client at MDC to meet.

Questions?

Please Contact DDP Program Officer/ Services Coordinator:

Sam Morgenroth

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